



***INTERNATIONAL INSTITUTE FOR DEMOCRACY AND ELECTORAL
ASSISTANCE***

RESPONSES TO QUESTIONS

Notice for Expression of Interest (EOI) for Consultant Roster (Nigeria office)

EOI Reference No: 2026-05-090

Project Name: **All applicable projects in Nigeria**

Question 1:

I recently came across your Notice of Expression of Interest and would like to submit an application. However, I have been unable to locate the attached appendices referenced in the notice, which are required to complete my application. Specifically, I could not find the following documents:

- Declaration of Honour Form
- Roster Questionnaire (Part 1: Thematic Areas for IDEA Nigeria)
- Roster Questionnaire (Part 2: Language Proficiency)
- CV Template
- Appendices (1–3): Rule of Law and Anti-Corruption (RoLAC II) Programme in Nigeria
- Appendix (1): CSO Strengthening Bridge (CSO Bridge) Project
- Appendices (1–3): EU Support to End Sexual and Gender-Based Violence in Nigeria (ESGBV) Programme

I would be grateful if you could kindly share these documents with me or direct me to where they can be accessed, so that I can complete and submit my application.

Thank you for your time and assistance. I look forward to your response.

Response to Q1:

Please note that all the documents referenced in the Notice of Expression of Interest, including the Declaration of Honour Form, Roster Questionnaires, CV Template, and

programme appendices, are available on the International IDEA website and were published together with the EOI notice.

You may access the EOI and all related annexes using the links below:

- **Link to the Tender/ Expression of Interest (EOI):** [Procurement & Tenders | International IDEA](#)

If you continue to experience difficulties accessing any of the documents after using the links above, please let us know and we will be happy to assist further.

Question 2:

The **"EU Support to End Sexual and Gender-Based Violence in Nigeria (ESGBV) Programme"** (EOI Reference No. **2026-05-090**) is organized into three Components, each comprising multiple categories. Kindly clarify whether applicants are required to apply for all the categories under the Component for which they are applying, or whether an application may focus on one or more selected categories, provided the proposed intervention aligns with the objectives and expected results of the relevant Component.

In addition, kindly confirm whether the same principle applies to the **"CSO Strengthening Bridge Project"** (EOI Reference No. **2026-05-090**), which comprises six categories.

Response to Q2:

Applicants are not required to apply for all categories under a Component. An application may focus on one or more selected thematic categories within the relevant Component, provided that the applicant clearly demonstrates expertise and relevant experience in the chosen category(ies) and that the submission aligns with the objectives and expected results of the Component concerned. CVs, supporting statements, and the Roster Questionnaire should therefore focus on the category(ies) for which the applicant possesses the strongest and most relevant experience.

The same principle applies to both the EU Support to End Sexual and Gender-Based Violence in Nigeria (ESGBV) Programme and the CSO Strengthening Bridge (CSO Bridge) Project. Applicants may indicate one or more thematic categories under the applicable Component(s)/project areas that correspond to their expertise and experience; they are not expected to cover all categories listed under the Component or project.

Question 3:

For an interested candidate already supporting any of your ongoing projects in Nigeria as a consultant, will such a person still be expected to respond to the EOI invite for inclusion in the Consultant Roster (Nigeria Office) or does current engagement automatically qualify such a person for inclusion in the Roster Listing?

Response to Q3:

No, a current engagement does not automatically qualify a consultant for the roster. Even if an interested candidate is already supporting an ongoing project in Nigeria, they must formally respond to the EOI to be included. To be considered for the database, they must submit the complete application package (Cover Letter, CV in the required template, Supporting Documentation, Roster Questionnaire, and Declaration of Honour) to eoisubmission@idea.int; by the 31st of July 2026 deadline. Failure to submit these documents mean they will not be evaluated or shortlisted.

Question 4:

I am writing to request a clarification in respect of your Notice of Expression of Interest (EOI) for Consultant Roster (Nigeria office).

As stated in the Notice, “CVs must be tailored to a specific Component and its associated thematic categories. Applicants with relevant experience across multiple Components may submit separate CVs for each Component. CVs combining more than one Component will not be evaluated.” In one of the accompanying documents, “Part 1 Thematic Areas for IDEA Nigeria”, the Outcome/Component areas of the RoLAC II and ESGBV programmes and their associated thematic categories are spelt out. However, in that same accompanying document, in respect of the CSO Bridge programme, thematic areas are spelt out but no Outcome/Component areas are indicated.

In the light of the foregoing, should it be taken that all the thematic categories outlined under the CSO Bridge programme constitute one Component? If not, would you kindly indicate the various Components of the CSO Bridge programme and their associated thematic categories.

Response to Q4:

For the **CSO Strengthening Bridge (CSO Bridge) Project**, applicants should **not treat all thematic categories as constituting a single Component**.

The Notice for Expression of Interest states that the CSO Bridge Project targets **three outcome areas**, namely:

1. **Coordination Mechanism** – Effective and functional coordination structures are established and maintained at national and sub-national levels to promote and sustain an enabling environment for CSO operations.
2. **Compliance Capacities** – Improved compliance capacity among CSOs to understand and comply with extant regulatory requirements and apply self-regulatory principles and practices.
3. **Regulatory Reforms** – Improved regulatory frameworks and practices affecting the formation and operations of CSOs at national and sub-national levels.

For purposes of the Consultant Roster, the thematic categories listed in **Appendix 1 – CSO Strengthening Bridge Project** may therefore be aligned to these outcome areas/components as follows:

CSO Bridge Component/Outcome Area	Associated Thematic Categories
Component 1: Coordination Mechanism	Global Gateway Partnerships; Research on Civil Society Governance and Enabling Environment (where focused on sector coordination, knowledge generation and stakeholder engagement)
Component 2: Compliance Capacities	Strengthening Understanding and Compliance with CSO Regulatory Requirements; Strengthening Capacity for CSO Self-Regulation
Component 3: Regulatory Reforms	CSO Law and Policy Reform
Cross-Cutting / Applicable Across Components	Capacity Strengthening on Organisational Strategy and Corporate Governance for CSOs (including private sector associations), depending on the specific assignment and intended outcome.

Accordingly, applicants should tailor their CVs to **one CSO Bridge component/outcome area at a time** and clearly demonstrate experience relevant to the thematic categories associated with that component. Where an applicant has expertise covering more than one component, separate CV submissions may be made in line with the EOI instructions.

We trust this clarifies the issue.